Stoke Hill FederationA logo for a company

Description automatically generated

Caretaker

**Location** – Stoke Hill Federation

**Salary** – £13.26 – 13.69 per hour depending on experience

**Job Type**: Full Time  **Contract Type**: Permanent

**Hours per week** – 37 **Weeks per year** – 52

**Start date** – As soon as possible **Closing Date** – 26th September 2025

Stoke Hill Federation is a thriving, popular and busy Federation that operates across two schools, our Infant School and our Junior School. We are an inclusive employer and welcome applications from minority groups and those with protected characteristics.

We are looking to appoint a committed, reliable and enthusiastic Caretaker to join our friendly and supportive team across both our schools. You will be part of a team ensuring a safe, clean and well-maintained school environment for all staff and children, working under the direction of the Federation Site Manager.

We welcome applications with caretaking experience and from those with a willingness to learn about site maintenance, cleaning, gardening, security, and health and safety procedures.

**Benefits include:**

* Local Government Pension Scheme.
* Cycle to Work Scheme.
* Employee Assistance Programme.
* Staff discounts including Blue Light Card
* Commitment to personal development and CPD through a supportive induction process.

**Main duties and responsibilities:**

* Hold keys and be responsible for unlocking / locking premises.
* Be aware of the Health and Safety at Work Regulations and comply with its requirements in all aspects of the work. Where required, training will be provided.
* To assist the Federation Site Manager with maintenance as specified and undertake occasional cleaning
* Flexibility to be available to be on site outside normal working hours.

Visits to our schools are warmly welcomed and should be arranged by contacting the school on 01392 667830.

**For more information, please refer to the full Job Description**.

We are committed to safeguarding and promoting the welfare of children and vulnerable adults and expect all staff and volunteers to share this commitment. This role requires an enhanced DBS disclosure. Shortlisted candidates may be subject to online checks.

This role requires the ability to fulfil all spoken aspects of the role with confidence and fluency in English.

Please email your completed application to the Federation Business Manager. Lorraine Edwards: lorraine.edwards@stokehill.devon.sch.uk.

**Please note, this vacancy may close early should we receive a high level of suitable applicants.**